

### **OFFICE OF PUBLIC INSTRUCTION**

PO BOX 202501 HELENA MT 59620-2501 www.opi.mt.gov (406) 444-3095 (888) 231-9393 (406) 444-0169 (TTY) Linda McCulloch Superintendent

Applications for 21st Century Community Learning Centers will be completed on the new OPI e-grants system. The 21<sup>st</sup> CCLC application will be online on March 14, 2008. The deadline for submitting a grant will be **April 30, 2008**.

In order to facilitate your pre-planning you will find listed below components of the e-grant application. This will allow you to collect and create the necessary data prior to accessing the e-grant system. These are pages from the e-grant system, but they may have a different look or minor changes when you access them to complete your application. This is a sample document. Do **not** print, fill out or send to the OPI.

It is recommended that when you do use the on-line application that you type in your information rather than copying and pasting from a Word document

## A few things to remember:

- 1. Do not use characters such as, @, #, \*, &, etc.
- 2. <u>Important</u>: Put one character in each text field and click the <u>Save Page</u> (This makes sure that you will not lose data when saving)
- 3. After you have done Step 2 save often when typing in data.
- 4. Once the data has been entered into the field and saved, you could copy and paste it into a Word document to check the spelling.
- 5. Then paste it over the old text in the online text field.
- 6. Do not click Calculate unless all fields on the page have been filled.

You must get a login and password from your e-grant security coordinator.

Logo	on Page Instruct	ion
	Welcome to the Office of Public Instruction (OPI) E-Grants System	
	Please enter your user ID and Password	
	User ID: Password:	
	LOGON Public Access	
	See the Instructions for supported browsers and optimal screen resolution settings.	

After logging in, this will be the first page you will see. Click on 21<sup>st</sup> Century to begin the application process. If 21<sup>st</sup> Century is not visible you must contact your e-grant security coordinator to get a login and password for rights to 21st CCLC data entry.

# **OPI** E-Grants System

OPI Home

Sign Out

Menu List
Instruction

### You have been granted access to the forms below by your Security Administrator

### **Competitive Grant**

21st Century

### Formula Grant

Carl Perkins - Secondary ESEA / NCLB Consolidated IDEA Consolidated Title I School Improvement

### Administrative

OPI Reports

### **Discretionary Grant**

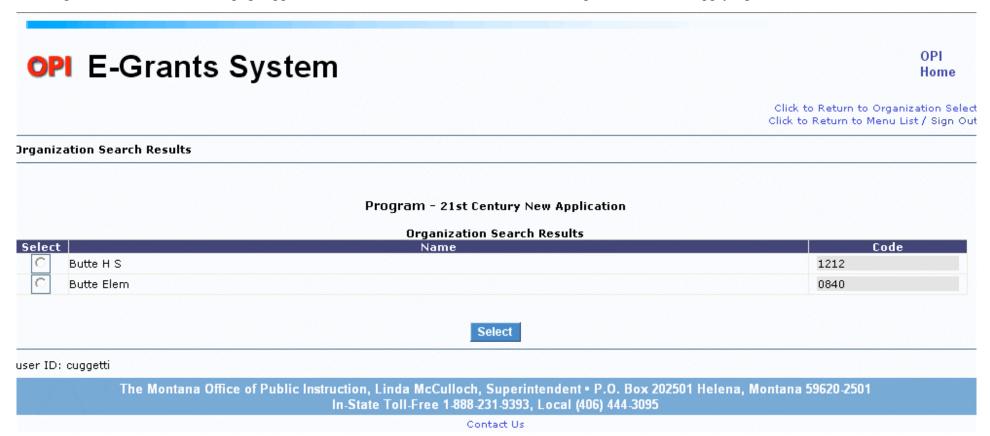
Title I Part C - Summer Term

### If the form you need is not listed, contact your Security Coordinator:

Butte Elem - Cathy Cashell at 406-533-2546
Butte H S - Cathy Cashell at 406-533-2546

See the Instructions for supported browsers and optimal screen resolution settings.

The Organization Search Results page appears. Click the Radio button in front of the organization that is applying. Then click Select.



# **OPI** E-Grants System

OPI Home

Click to Return to Organization Select Click to Return to Menu List / Sign Out

Applicant Name: Butte Elem Legal Entity: 0840

Application Select - 21st Century New Application

Instruction

Year:

2009 💌

Create Application

Select an application from the list(s) below and press one of the following buttons:

Open Application

Create Amendment

Review Summary

Payments

Print All

Select	Application / Amendment	Original Submit Date	OPI Approval Date	Status	Status Date	Consulting
2007-2	2008					
0	08-TitleIVB-00 Amendment 2	07-10-2007	07-11-2007	Final Approved	07-11-2007	<u> </u>
$\circ$	08-TitleIVB-00 Amendment 1	07-06-2007	07-09-2007	Final Approved	07-09-2007	
	08-TitleIVB-00 Original Application	06-15-2007	07-02-2007	Final Approved	07-02-2007	

This page contains background information on 21<sup>st</sup> Century Community Learning Centers. Please read and look at the link to OPI non-Regulatory Guidance. Information on these pages may assist you with your application. When finished, click on Application Type.

# OPI E-Grants System

OPL Home

Applicant Name: Polson Elem Legal Entity: 0477

Application: 2008-2009 Original Application

Title IV B - 21st Century V Printer-Friendly Click to Return to Organization Selec-Click to Return to Application Selec-Click to Return to Menu List / Sign Our

The application has been submitted. No more updates will be saved for the application.

Program Page\_Lock Overview Common and Program

### 21st Century Community Learning Center Overview

Programs: 21st Century Community Learning Center

Purpose: A 21st Century CCLC program will:

- provide opportunities for academic enrichment, including tutorial services to help students, particularly those who attend lowperforming schools, to meet state and local student performance standards in the core academic areas of reading and math;
- offer students a broad array of additional services, programs, and activities, such as youth development activities, drug and violence prevention programs, counseling programs, art, music and recreation programs, technology education programs, and character education programs that are designed to reinforce and complement the regular academic program of participating students; and
- offer families of students who are served by community learning centers the opportunities for literacy and related educational development.

## Eligible

Eligible applicants may be local education agencies, community-based organizations, including faith-based organizations, institutions of Applicants higher education, city or county government agencies, for profit corporations and other public or private entities. A community-based organization is defined as a public or private for-profit or nonprofit organization that is representative of the community and has demonstrated experience or promise of success in providing educational and related activities that will complement and enhance the academic performance, achievement and positive youth development of students. While all organizations are eligible to apply, they MUST be partnered with an eligible school to be considered for funding.

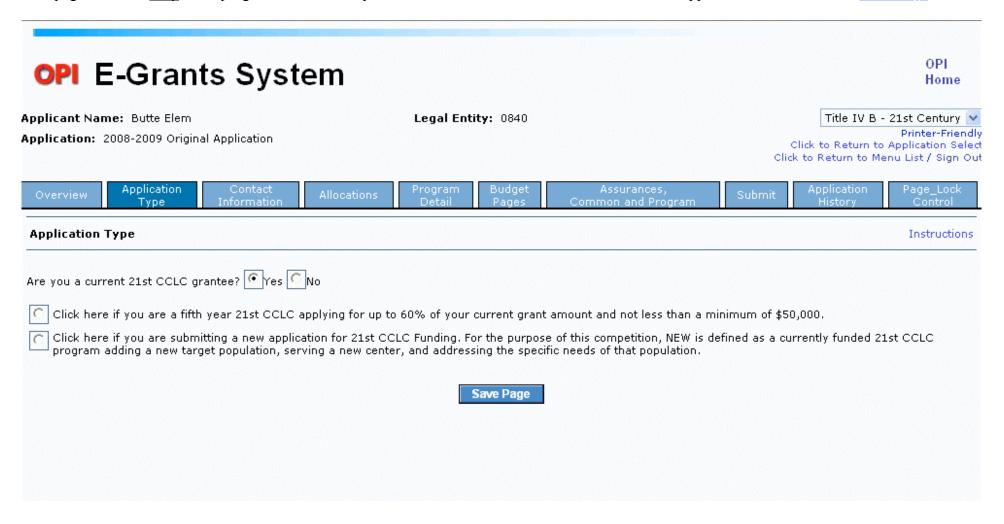
Federal regulations require that programs must primarily serve students who attend schools that serve a high percentage of students from low-income families.

For Montana, this means that grant awards are restricted to projects that primarily serve students attending schools that meet or exceed forty percent (40%) Free and Reduced-Price Lunch eligibility

If you are a current 21<sup>st</sup> Century Grantee you would select Yes, click Save Page and follow directions on page 8. If you currently do <u>not</u> receive 21<sup>st</sup> Century funds you would select No, click Save Page and follow directions on page 7.

	E-Grants								
	<b>me:</b> Butte Elem 2008-2009 Original App	lication		Legal Ent	tity: 0840		cl	Click to Return t	- 21st Century Printer-Friend o Application Sele Menu List / Sign C
Overview		Contact formation	Allocations	Program Detail	Budget Pages	Assurances, Common and Program	Submit	Application History	Page_Lock Control
Application	Tune								Instructions
Application									Tristraction:
	rent 21st CCLC grantee	? O Yes O	]No						Instructions
		? Oyes O	No		Save Page				Instructions
		? O Yes O	No						

This page concerns only those programs that currently receive 21st CCLC funds. You would check the applicable button and click Save Page.



Once the Application Type has been saved you will need to click the Contact Information tab. Enter all contact information on this page and click Save Page.

pplicant Name: Polson Elem		Legal Entity: 0477	Title IV B - 21st Century
pplication: 2008-2009 Origina	al Application		Printer-Friend Click to Return to Organization Sels Click to Return to Application Sels Click to Return to Menu List / Sign O
he application has been submitt Overview Application Type	ced. No more updates will be save Contact Allocations Information	for the application.  Program Budget Assurance Detail Pages Common and P	es, Submit Application Page_Lock rogram Submit History Control
Contact Information			Instruction
* Denotes required field			
Authorized Representative: Last Name Phone Summer Phone* 406 390	Extension  3998 Extension	First Name Fax Email	
District / Fiscal Clerk: Last Name Phone	Extension	First Name	
Summer Phone* 406 303	0099 Extension	Email	
	r with dedicated time to lead and a	dminister this project?	
Will there be a Project Directo Project director will be: Project Director is the:	Full time Part time Authorized Representative District / Fiscal Clerk abov		
Project director will be:	Authorized Representative	е	

The Allocations page does <u>not</u> require entry. When a grant is awarded to an entity the allocation will be shown on this page. Click on <u>Program</u>

Detail Printer-Friendly Application: 2008-2009 Original Application Click to Return to Application Select Click to Return to Menu List / Sign Out Allocations Common and Program Allocations Instructions **TitleIVB Current Year Funds** Allocation \$0 ReAllocated (+) \$0 Released (-) \$0 \$0 **Total Current Year Funds** Prior Year(s) Funds Carryover (+) \$0 ReAllocated (+) \$0 Total Prior Year(s) Funds \$0 Sub Total \$0 **Multi-District** Transfer In (+) \$0 Transfer Out (-) \$0 **Administrative Agent Adjusted Sub Total** \$0 **Total Available for Budgeting TitleIVB** 

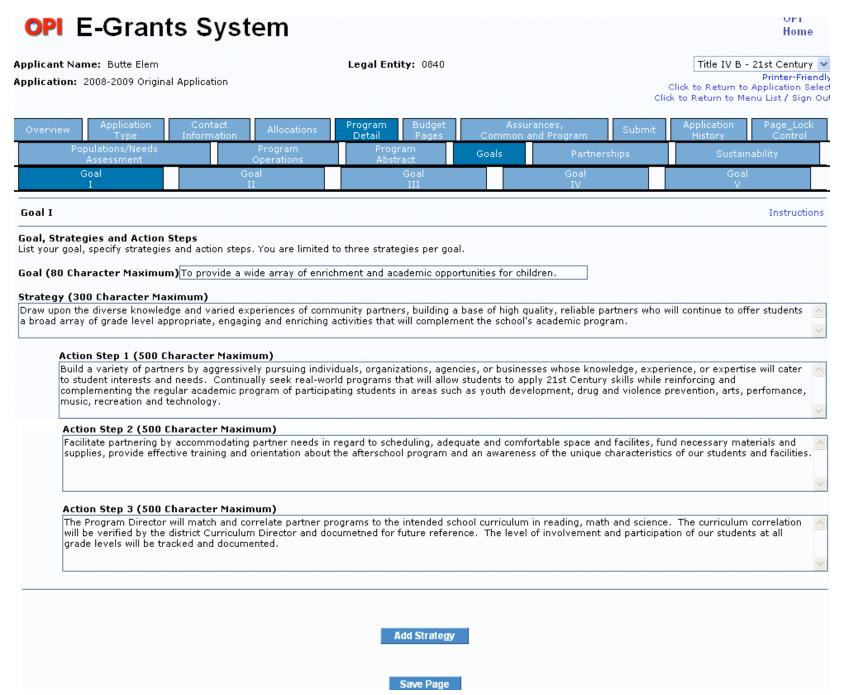
On the Populations/Needs Assessment page enter the schools to be served, with their free and reduced price meal status, Title I designation, and the total school enrollment. Do <u>not</u> click the Calculate Totals button until you have entered all data under Needs Assessment. Here enter the percentage of students who are below proficient in Reading/Language Arts and Math. Indicate the number of students that you hope to serve at least one day and the number of those students you feel will attend 30 or more days. Click <u>Save Page</u>. (6 Points maximum for Populations to be served, 6 Points maximum for Needs Assessment)

oplicant Name: Butte Elem oplication: 2008-2009 Original Application	•	L <b>egal Entity:</b> 0840		Title IV B Click to Return to Click to Return to M	Account to the contract of the contract of
Overview Application Contact Type Information	Allocations	rogram Budget Detail Pages	Assurances, Common and Program	ubmit Application History	Page_Lo Contro
Populations/Needs Assessment	Program Operations	Program Abstract	Goals Partnerships	; Sustai	inability
opulations/Needs Assessment					Instruc
.) Populations to be served					
ame of Each School that will participate	В	% of Free/Reduced lunch students	Title I Designation	Total Number of Enrolled Students	
ohn McCain K-5 School		45.0	r Yes □No	351	
arak Obama 6-8		32.0	C Yes No	257	
ilary Clinton High School		25.0	C Yes C No	485	
			Tota	I 1093	
	Add Add	ditional Entries Cal	culate Totals		I
) Needs Assessment					
ercentage of participating students who are t elow proficient in Reading/Language Arts	pelow basic or 25	Percentage of below proficier	participating students who are be it in Math	elow basic or 45	
umber of anticipated/existing students to be, fterschool program. (Annual)	/being served in 500	Number of ant days) students (Annual)	cipated/existing regular (student to be/being served in afterschoo	ts attending 30+ 125 ol program.	
ercentage of Students 45.7		Percentage of	Students 11.4		

Click on Program Operations tab. Fill in all applicable fields and click Save Page. (25 Points maximum for Program Operations)

licant Name: Butte Elem lication: 2008-2009 Original Application	Legal	Entity: 0840	Title IV B - 21st Centu Printer-F Click to Return to Application
			Click to Return to Menu List / Si
verview Application Contact Allocations Type Information Populations/Needs Program Assessment Operations		Pages Common and Progra	m Submit Application Page_Lc History Control
ogram Operations			Instruc
oplication Type: Current 21st Century CCLC (	rantee apply	ing for 60% of current grant and not less	than a minimum of \$50,000.
Number of anticipated/existing program centers (Sum of following school and community based entries)	3	Location	Rural
Number of anticipated/existing program centers that will be/are school based	2		
Number of anticipated/existing program centers that will be/are community based	1		
Program activities will be/are held:		Program will be/are served:	
Before School	<b>V</b>	Elementary School Students	<u> </u>
After School	✓	Middle School Students	<u>\</u>
In the Summer	<u></u>	High School Students	<u></u>
School Year Program Information			
Anticipated start date of school year program	9/15/2008	Anticipated end date of school ye program	ar 5/22/2009
Number of days per week the program will be/is open during the school year	5	Number of hours per week the pr be/is open during the school year	
Summer Program Information			
Anticipated start date of summer program	6/8/2009	Anticipated end date of summer (	program 8/21/2009
Number of days per week the program will be/is open during the summer	5	Number of hours per week the pr be/is open during the summer	ogram will 50
Program Operations scribe how your program day will be set up with regards to s dents served, facilities, transportation and optimizing the use			
series served, radinues, trainsportation and opininzing the uses e before school program will operate from 7:45 am until the silable to all students, K-12 at this time. Regular school bus e afterschool program will run from school dismissal (3:00) u stress and all staff members will receive appropriate le variety of engaging activities will be offered each day. Pri	beginning of routes will ru ntil 6:00 pm training. Th	the school day, Monday through Friday, in n to accommodate this schedule. . Monday through Friday in the elementary e adult-to-youth ratio will be no more that	the school cafeteria. Breakfast will be building. The project director will be a highly 1:15. The particiants will be K-12 students. A

Click on the Goals tab. Information on entering Goals, Strategies, and Action Steps may be found on page 12. When the goal, strategies and action steps have all been entered, click Save Page.



Goal I (Maximum for all Goals, Strategies and Action Steps – 25 Points)

Goal, Strategies, and Action Steps

When making entries in the text fields on the goals pages do NOT use any formatting (bullets, numbering, bold, italics, etc.), tables or charts. It is best to save a Word document as plain text before copying and pasting into text fields.

### Goal

1. Enter your first goal in this box

**Sample Goal:** Provide students with a safe, healthy, drug free (environment) learning program, in a well supervised, learning environment, staffed by caring, competent and supportive adults that will extend, enrich and remediate their identified academic/social needs, and fill existing gaps in services to children within our community.

## Strategy

- 2. Click **Add Strategy** at the bottom of the page to open a strategy box.
- 3. Enter statements outlining the plan to achieve your goal.

## **Action Steps**

- 4. Describe activities, timelines, participation, and/or resources. Include details about activities and patterns of action that will be taken and the decisions that will be made to address the strategy.
- 5. You may enter up to three **Action Steps** per **Strategy.**
- 6. When all **Action Steps** are completed, you may click on **Add Strategy** to add another strategy for the particular goal.
- 7. Complete at least one (1) **Action Step** for each strategy.
- 8. When Goal I Strategies and Action Steps are complete click Save Page and continue with the next goal.

Click on Program Abstract tab. Fill in all applicable fields and click Save Page. (12 Points maximum for Program Abstract)

## **OPI** E-Grants System

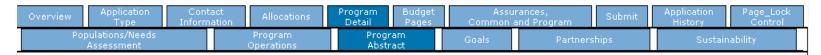
OPI Home

Applicant Name: Butte Elem Legal Entity: 0840

Application: 2008-2009 Original Application

Title IV B - 21st Century

Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out



Program Abstract Instructions

Application Type: Current 21st Century CCLC grantee applying for 60% of current grant and not less than a minimum of \$50,000.

#### A) Project Abstract

Provide a brief description of your intended 21st Century program including: (a) Purpose and services to students/families (b) Strategies for achieving project goals (c) Expected project outcomes (d) Indicators of program success. (2000 Character maximum)

This afterschool program will focus on providing enrichment activities that enhance student learning in reading and math. All students in grades k-12 will have the opportunity to participate in program activities. Emphasis will be placed on developing creativity and critical thinking skills and students participate in hands-on, challenging, fun activities that reinforce what has been learned in the classroom. The program will also involve parents in student learning through parent/child activities and parenting classes. A key component of the program will be promoting a healthy body as well as healthy mind and activities that reinforce what has been learned in the classroom. The program will be integrated into the program and become an extension of the learning activities provided. The expected outcomes from student participation in the

#### Timeline

What is your program implementation timeline for the fiscal year? (2000 Character maximum)

### July 2008

Hire a program director and meet to discuss our mission and goals of the program. Review results of students and parents survey that was sent home in May, 2008; Obtain logistical planning space, transportation, and potential staffing. Secure letters of commitment from partners. Schedule Missoula Childrens Theatre for June, 2009. Summer School Starts!

August, 2008

#### Professional Development

What is your professional development plan for all individuals connected to this program? (2000 Character maximum)

Program staff and directors will be provided with various training opportunities to promote a successful afterschool program. Employees will be sent to 21st Century trainings and meetings in Helena in the fall and spring. As a member of the Golden Triangle Cooperative, staff will have the opportunity to choose workshops to attend that would aid in activity planning and implementation. Such opportunities include science inquiry and discovery, art integration, dancing for health and fitness, first aid and CPR training, instruction on emergency procedures, activity planning and an overview of the program's discipline policy.

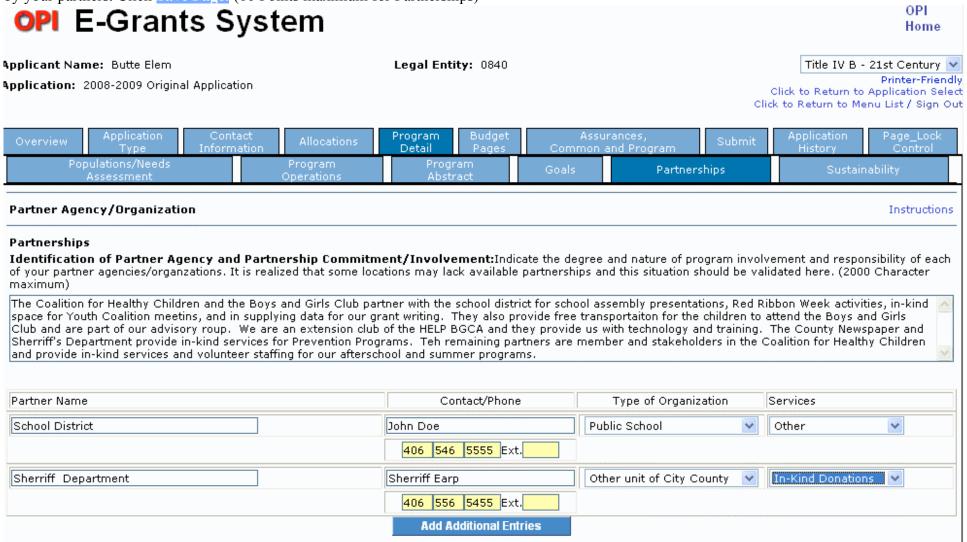
The socioeconomic status of our area makes it necessary for staff members to understand the dynamics of families living in lower income brackets. Ruby Payne

### **Program Evaluation**

Define how you intend to evaluate/have evaluated your progress in achieving your goals and objectives? Use resources that document crime statistics, drop-out rates, teen-age pregnancies, academic achievement, behavior/discipline, health/nutrition, and any other data that would document your progress in achieving your goals and objectives. (2000 Character maximum)

Program participants and parents will be interviewed to determine the impact of the program on behavior and competencies of the youth. Academic achievement data will also be correlated with program participants and may include DIBELS, MontCAS, and ITBS testing. Additionally, the MSU Family and Consumer Science and Youth Evaluation System will be used to measure how the afterschool program has impacted the youth participating in the program. This system was created to measure growth in specific life skills as a result of individuals' participation in a program. The Youth Response and Behavioral Survey will be utilized to survey the health of students over-all. Adults will be surveyed at the end of the program year to measure the success of the program as a support to parents and community.

Click on the Partnerships tab. Enter all anticipated partners. Do not forget to fill in the first text box with a general overview of services provided by your partners. Click Save Page. (10 Points maximum for Partnerships)



Click on the Sustainability tab. Enter the efforts you have made to sustain your fifth year program or enter a sustainability plan for a new program. NOTE: This question is dependent upon the type of application you chose. If you are fifth year program B) will appear. If you are a new program A) will appear. When completed, click Save Page. (6 Points maximum for Sustainability)

# **OPI** E-Grants System

OPI Home

Applicant Name: Butte Elem Legal Entity: 0840

Application: 2008-2009 Original Application

Title IV B - 21st Century Printer-Friendly
Click to Return to Application Selec
Click to Return to Menu List / Sign Ou

Overview	Application Type	Contact Information	Allocations	Program Detail	Budget Pages	_	rances, and Program	Submit	Application History	Page_Lock Control
Po	pulations/Needs Assessment		Program Operations	Progr Abstr		Goals	Partners	hips	Sustair	nability

Sustainability Instructions

Application Type:

Current 21st Century CCLC grantee applying for 60% of current grant and not less than a minimum of \$50,000.

B) Describe the progress you have made concerning your sustainability plan. What actions will be taken to maintain the current level of program activities and services? Please document actual dollar amounts or resources of partners that will enable you to continue to provide these activities or services. If you are unable to document resources that will allow you to maintain your current program at 100% you must document the efforts you made.

The afterschool program began our sustainability plan with our first year of funding by building and sustaining partnership. Currently, we have received an \$8,875 award from a partner to support the art program. A new award from another partner of \$2,050 was mad to support our Math program along with an additional \$2050 in a community base match via Friends of our School. The Pathways program at the local university has funded one summer instructor for the duration of our program along with supplies and technology tools, often 10,000 or more. Additional funding provides \$4,972 of tutoring services to 7-9 graders via the Gear-up Program. Beyond this, a special summer program grant has been written and funded \$15,400 to support 2 additional summer program instructors, technology

Save Page

Click on Budget Pages. See Page 18 and 19 for Object Codes and Purpose Categories. Click Save Page. (10 Points maximum for Budget)

scription of I	Purpose Categ	ories and Object Codes					
ject Code	Purpose Category	Expenditure Description and Itemization		Delete Row			
100 🕶	10 🗸	4 Enrichment instructors, summer program, hourly wage \$20, 4 hours a day, 5 days a week, program=\$9600.	, 6 weeks of 9600				
100 🕶	10 🗸	4 Enrichment instructos, school year, hourly wage \$20, 3 hours a day, 5 days a week, 32 weeks during the school year=\$38400					
100 🔽	23 🕶	1/2 time Program Director for 12 months @ \$25000					
200 🕶	10 🕶	Fringe Benefits @15% TRS, FICA, unemployment and workers comp for 4 summer enrichment instructors 1440					
200 🗸	10 🕶	Fringe Benefits @15% TRS, FICA, unemployment and workers comp for 4 school year enrichment instructors					
200 🗸	23 🕶	Fringe Benefits @30% TRS, FICA, health insurance, unemployment and workers comp for program director					
500 🗸	22 🔻	21st Century annual conference, Helena, round trip mileage =\$210, 4 motel rooms for 2 nights at state rate=\$560, 2 dinners for 4=\$96, 2 Breakfasts for 4=\$48					
500 💌	27 🕶	Student bus transportation. \$25 per bus per night for 5 nights for 32 weeks for 2 busses					
600 🗸	21 🗸	Parent Involvement Training materials, homework tips brochure \$500.	500				
	dditional Entrie	ct Cost allowed					
		for Budgeting 0	(F) Total budgeted above	\$97,11			
) Budgeted Property and Equipment Cost (Object 700) 0 (G) Budgeted Indirect Cost (Cost (Co							
	ndirect Cost (		Allocation Remaining (A-H)	-\$97,11			

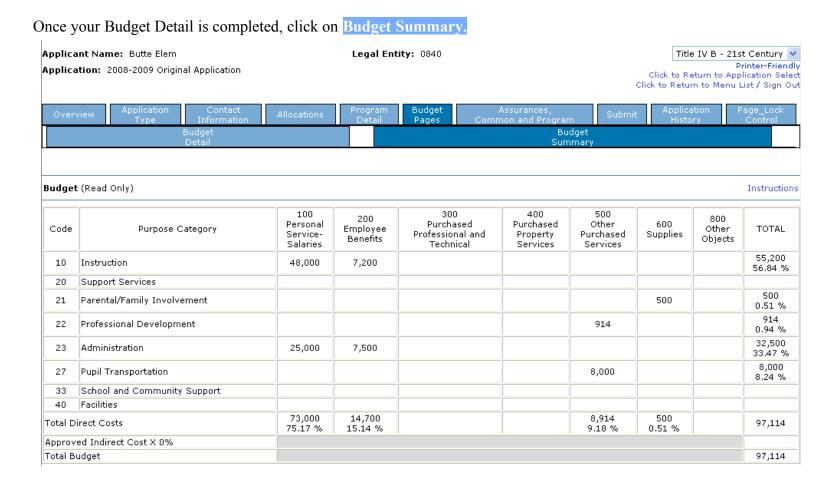
## **Object Codes**

- 100 Personal Service Salaries Salaries
- 200 Employee Benefits Benefits
- 300 Purchased Professional and Technical Services Contracted services for administrative, professional, educational, technical, and cooperative services.
- 400 Purchased Property Services Utilities, building usage charges, repairs and maintenance services, rent, minor construction.
- 500 Other Purchased Services Student travel, employee travel, professional development, registrations, communications, printing.
- 600 Supplies Instructional supplies and materials, textbooks, library materials software, minor equipment
- 700 Property Capital outlay, including major construction and equipment usually>5000 (Requires Pre-Approval by the OPI)
- 800 Other Objects Rare-Dues, fees, student organization costs
- 900 Transfers Transfers to other districts or cooperatives under a consortium or cooperative. (Note: The Office of Public Instruction recommends to budget all 900 Transfers under Purpose Code 10 Instruction, rather than breaking down transfers into multiple purpose codes.) Used only for IDEA B and Preschool. NCLB/ESEA Transfers and REAP-flex handled on the Allocations page.

## **Purpose Categories**

- 10 Instruction Activities dealing directly with the interaction between teachers and students.
- 20 Support Services
  - Instructional Staff Activities associated with assisting the instructional staff with the content and process of providing learning experiences for students (i.e. improvement of instruction services, designing curriculum).
  - Students Activities designed to assess and improve the well-being of students and to supplement the teaching process. Non-instructional paraprofessionals should be recorded here.
- 21 Parental/Family Involvement Activities provided by and for parent/guardians to learn about the intellectual and developmental needs of their children and to participate constructively in their children's education.
- 22 Professional Development Activities associated with high quality professional development and training of school system personnel including in-service training and workshops.

- 23 Administration Includes support services for general administration, school administrators (i.e. federal program staff at the district office, district facilitators), and business office.
- 27 Pupil Transportation Activities concerned with the conveyance of students to and from school, as provided by state and federal law. Includes trips between home and school.
- 33 School and Community Support Activities concerned with providing community services to students, staff, or other community participants. Activities performed by students that address a given community need and provide for structured opportunities linking tasks to the acquisition of values, skills, or knowledge by participating youths.
- 40 Facilities Activities concerned with the acquisition of land and buildings; remodeling and maintenance of buildings; construction of buildings and additions to buildings.



## **OPI** E-Grants System

OPI Home

Applicant Name: Butte Elem Legal Entity: 0840

Applications 2009 2000 Original Application

Title IV B - 21st Century V Printer-Friendly

мррисации:	2006-2009 Original Application					Click to Return to ck to Return to M	
Overview	Application Contact Type Information		ogram Budget etail Pages	Assurances, Common and Program	Submit	Application History	Page_Lock Control
	Common Assurances		Title_IV Part B		Assu	rances	
Common As	surances for Federal Program	ıs					Instructions
	king this box and saving the page lle to the program(s) for which fur		rtifies that he/she ha	s read, understood and will c	omply with the	assurances listed	d below, as
Assurances							
	ity, district, cooperative or agency PI) prior to the award of funds for				lete and return	this form to the	Office of Public
common ass	of this form is not an applicati surances required by federal l she application or program pla	aw that apply to the fo	ederal programs li				
Common Ass	surances						
administered	Assurances listed below in items by the U.S. Department of Educat cluding all programs found in the	ion through the Office of					
20 USC S	eauthorized by the No Child Left B ection 1400- Carl D. Perkins Voca ce Investment Act, 29 USC Sectio	tional and Technical Edu			sabilities Educa	tion Act (IDEA),	Part B,
education prohibits (	e; and Title IX of Education Ameno programs receiving federal finano discrimination on the basis of age above statutes by the U.S. Depar	cial assistance; and the A in programs receiving fe	Age Discrimination Ac	t of 1975, as amended, 42 U	SC Section 610	1 et seq., which	

**Gun-Free Schools** 

19. That the applicant is in compliance with the Gun-Free Schools Act requirements of Section 20-5-202, MCA.

### **Debarment and Suspension**

20. That the applicant certifies that it is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation by any federal department or agency, and agrees that it will not knowingly enter into any subcontract or subgrant with a person or agency who is debarred, suspended, declared ineligible or voluntarily excluded from participation by any federal department or agency. If the applicant is unable to provide this certification, an explanation must be attached (see statutory detail in 34 CFR Section 85.105 and 85.110).

### **Lobbying and Political Activity**

- 21. That the applicant certifies that federal funds will not be used for partisan political purposes of any kind by any person or organization involved in the administration of federally assisted programs. [Hatch Act (S USC 1501-508) and Intergovernmental Personnel Act of 1970, as amended by Title VI of Civil Services Reform Act (Pub. L. No. 95-454, Section 4728)]:
  - a. federal funds received for programs covered by this common assurance form will not be used to influence or attempt to influence an officer or employee of any agency, a Member, officer, or employee of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with awarding of any federal contract; making any federal grant or loan; entering into any cooperative agreement; and extending, continuing, renewing, amending, or modifying any federal contract, grant, loan, or cooperative agreement.
  - b. if funds other than federally appropriated funds have been or will be paid to any person for influencing or attempting to influence any of the parties named above, Standard Form LLL, "Disclosure Form to Report Lobbying" will be completed and submitted in accordance with its instructions and returned to OPI.

		rracts entered into for funds received under programs covered by this common assurance form, dingly (see statutory detail 34 CFR Section 82).
Common Assurances agreed to on:		
C Authorized Representative		
Alternate (Provide Name and Title/Position)	Name:	
·	Title/Position:	
		Legal Entity Agrees

# **OPI** E-Grants System

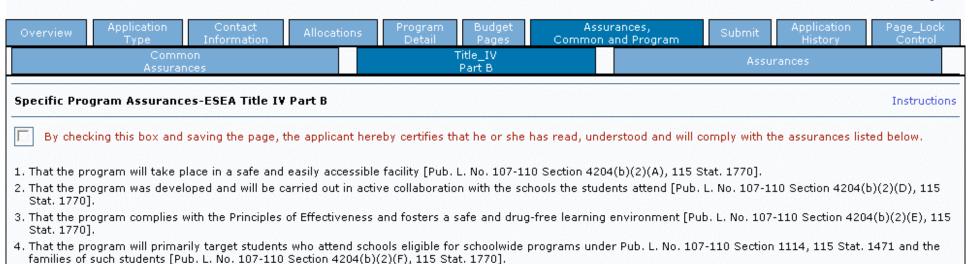
OPI Home

Applicant Name: Butte Elem Legal Entity: 0840

Application: 2008-2009 Original Application

Stat. 1768].

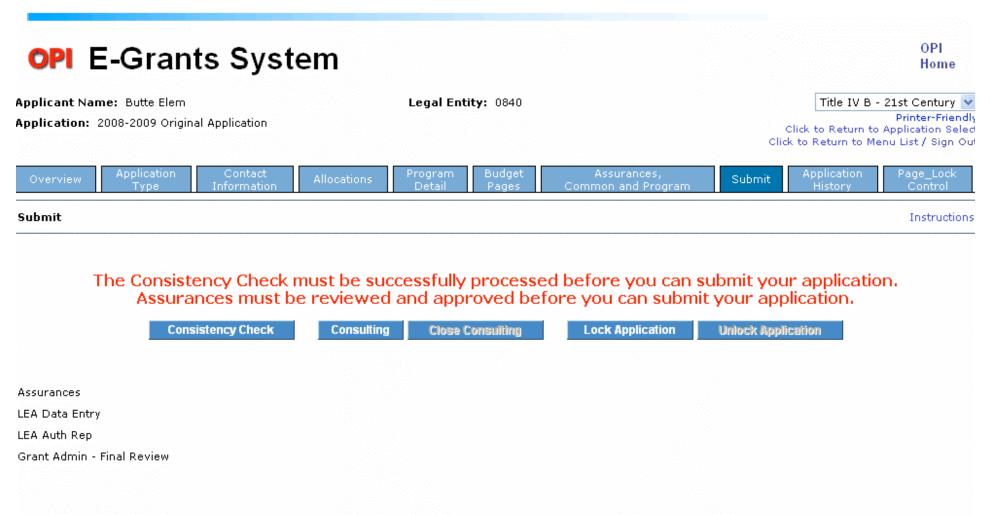
Title IV B - 21st Century Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out



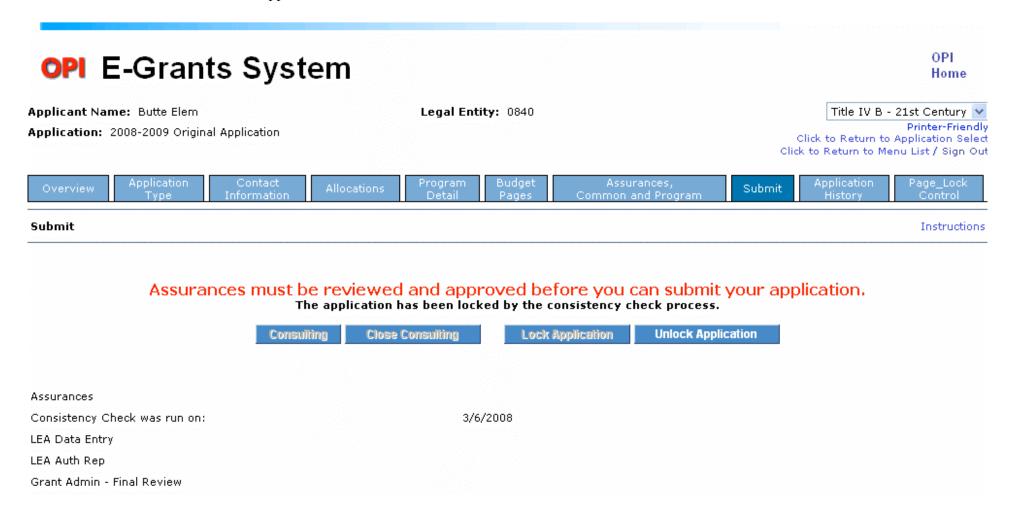
5. That the funds will be used to supplement and not supplant other non-federal funds that would be otherwise available [Pub. L. No. 107-110 Section 4203(a)(9), 115

## OPI **OPI** E-Grants System Home Applicant Name: Butte Elem Legal Entity: 0840 Title IV B - 21st Century V Printer-Friendly Application: 2008-2009 Original Application Click to Return to Application Select Click to Return to Menu List / Sign Out Program Assurances, Common and Program Information Assurances **Assurance Agreement** Instructions The authorized representative of the applicant who is identified below certifies that he or she has read, understood and will comply with all of the provisions of the following assurances. These checkboxes will be automatically filled in as each of the separate assurances are read and completed. NOTE: $\overline{\vee}$ Common Assurances 21st Century Assurances **Legal Entity Agrees**

Clicking on Submit will allow you to submit your application to your Authorized Representative for approval. The Authorized Representative will be the person that submits the application to OPI. Click Consistency Check.



If you grant has been completed correctly your screen will look like this. This means that your Authorized Representative will need to agree to the Common Assurances and Submit the application.



If you did not complete your grant, your screen might look similar to this. You would need to go back and complete the areas designated.



OPI Home

Applicant Name: Butte Elem Legal Entity: 0840

Application: 2008-2009 Original Application

Title IV B - 21st Century

Printer-Friendly
Click to Return to Application Select
Click to Return to Menu List / Sign Out

Overview Application Contact Allocations Program Budget Assurances, Submit Application Page\_Lock
Type Information Detail Pages Common and Program Submit History

Submit Instructions

Consistency Check completed. After correcting the errors noted below, the consistency check must be performed again.

- Title IV B 21st Century
  - . Contact Information Project Director Yes dedicated time -must state whether or not there will be a Project Director.
  - Contact Information District Clerk Summer Phone Area Code is a required field.
  - Contact Information Authorized Representative Summer Phone Area Code is a required field.
  - Partnerships Partner Agency Commitment Description is a required field.

The Consistency Check must be successfully processed before you can submit your application.

Assurances must be reviewed and approved before you can submit your application.

Assurances must be reviewed and approved before you can submit your application.

**Consistency Check** 

Consulting

Close Consulting

**Lock Application** 

Unlock Application